

**CITY OF ATLANTA
REQUEST FOR PROPOSALS
ADVERTISEMENT**

Sealed Proposals for **Project Number FC-5210, Vending Concession Services (Soft/Drink/Bottled Water/Snacks)** will be received by designated staff of the Department of Procurement ("DOP"), at 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303, on **Wednesday March 7, 2012**.

ABSOLUTELY NO PROPOSALS WILL BE ACCEPTED AFTER 1:59 P.M.

The name of Proponents will be publicly read at 2:00 P.M., in Suite 1900, 1st Floor, City Hall South, 55 Trinity Avenue, S.W., Atlanta, Georgia.

Scope of Services: This Request for Proposals ("RFP") from qualified Proponents ("Proponent") by the City of Atlanta ("The City"), on behalf of Aviation, seeks to procure agreement for the operation of seventeen (17) separate vending (soft drink/bottled water/snacks) concession locations on Concourses T, A, B, C, D, E, and the Maynard H Jackson, Jr. International Terminal ("Concourse F") the Atrium North Baggage Claim Area; and the Rental Car Center, totaling approximately 2,062 square feet at Hartsfield-Jackson Atlanta International Airport.

Proposals must be submitted on the forms provided in the proposal document and shall be sealed in envelopes, clearly marked and labeled with the formal contract number **FC-5210**, the title of the project, full name and complete address of proponents and date and time proposals are due. All proposals must be hand delivered, mailed via United States Postal Services or delivered by courier service. No facsimile(s) will be accepted.

All forms required by the **NOTICE OF REQUIRED SUBMITTALS** must be included in the proposal. The proposals shall contain the full name of each person, firm or corporation and the complete address.

Pre-Proposal Conference will be held on **Wednesday, February 15, 2012 at 10:00 a.m.**, at the City of Atlanta, Technical Support Campus, 1255 South Loop Road, College Park, Georgia 30337. There will be representatives from the Department of Procurement, Risk Management, Office of Contract Compliance and the Department of Aviation available at the conference to discuss the project and to answer any questions.

The RFP is being made available by electronic means. If accepted by such means, then the proponent acknowledges and accepts full responsibility to insure that no changes are made to the RFP. You are required to email your business name, contact person, address, phone number, fax number and project number to Derek East, Contracting Officer, at deast@atlantaga.gov, to be placed on the Plan Holders List. Failure to do so will prevent you from receiving any addenda that are issued and may deem you non-responsive.

General instructions, plans and/or specifications for submitting proposal packages for this project will be available starting Monday **February 6, 2012**, Monday through Friday 8:15 A.M. - 5:00 P.M., in the DOP's Plan Room, Suite 1900, City Hall, at a cost of **\$50.00**

The last date to submit questions is Friday February **17, 2012**, at 5:00 P.M. If you have any questions regarding this project, please direct them to Mr. Derek East, Contracting Officer, at (404) 330-6486, or by email at deast@atlantaga.gov. City reserves the absolute right to reject any and all proposals and waive any technicalities at any time.

The proposal document can be downloaded. The proposal document can also be purchased in the DOP's Plan Room.

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